

MSC Spring 2020 Member Meeting Minutes

April 3 2020 – 9:00 a.m. Online via Zoom

Sean started the meeting at 9:09 a.m. Roll was taken online via Zoom chat by MSL Staff.

Exec Board Introductions & MSC Staff Introductions:

The Exec Board introduced themselves and MSC Staff followed.

MSC Staff Update:

Amy gave the [System Update \[desk.zoho.com\]](#). If libraries have not filled out the [OCLC Survey \[forms.gle\]](#) that Cara sent out, please do so ASAP. Staff are working on the contract right now. There is no hard start date, yet, for BC Mobile, but we will be rolling it out as quickly as we can. [This article \[desk.zoho.com\]](#) in the KB relates to the emergency closure settings and is tracked by MSC Staff every day, so fill it out as often as necessary as things change. Also, there is a link on the KB for [potential projects during the emergency closure \[desk.zoho.com\]](#) and instructions for cleanup and enhancements are available for different roles (circ, cataloging, ILL, Super Catalogers, etc.). Keiley updated the [instructions for registering users \[desk.zoho.com\]](#) in the KB, also. Rebekah created a [report in BCA \[desk.zoho.com\]](#) that is almost like a “live” view of your Cat Map. Rebekah discussed how they put up a [digital card application for MTLibrary2Go on the MTSC page \[mtsc.ent.sirsi.net\]](#) and given an immediate temporary 7 digit card number that will only work for digital Overdrive content, not physical items. The plan is to allow this while libraries are closed around the State, then generate reports and have home libraries contact those who signed up to get them permanent cards or to purge them from the system. Staff is staying up on tickets pretty well, despite being down one staff member, so if you have a “low priority” idea, still open a ticket and just let them know in the ticket that you don’t need it right away.

CMC Update:

Jan Dawson (Livingston-Park County Library), Chair of the CMC, gave the update that Kate Lende of Park High School in Livingston was approved to fill the high school/district seat. The CMC continues to work on their ongoing revision and expansion of the SCP with the overall goal of enhancing uniformity of cataloging throughout the membership. Thanks to Keiley for writing superb instructions in the KB for the topics they have been working on lately, like transferring records. [Cataloging articles in the KB \[desk.zoho.com\]](#).

FY21 Budget (ACTION):

Cara presented the budget online. She explained the different lines, which can also be found in the [budget notes](#), and answered several questions from members. Most lines are similar to previous years or incrementally increased. Membership funds (not State funds) can be rolled over to the next year (specifically relating to if training funds are not able to be used this year). MSC Application process is not frozen, Great Falls and Toole County are joining in the next fiscal year. Onboarding costs do not impact the membership. MSL/MSL has not received any news about any changes to State General Fund. HB-633 is studying the funding sources for the State Library, in particular, looking at how GIS data is used by other agencies, looking at better options to fund.

***ACTION:** Heather Johnstone moved to approve the FY21 budget as presented. Heidi Sue Puryer seconded. Motion passed.

FY21 Cost Formula (Action):

Cara talked about how the Cost Formula is fundamentally based on patrons, circs, and records, and showed a graphic about the yearly fluctuations that occur when we follow the current formula. As

with last year, the Executive Board recommends trying to keep the costs more stable from year to year, in this case by adopting a cap of 15% and giving all libraries a minimum of 5% increase rather than a flat increase of 19% across the board. Several members commented that if we could come up with a sustainable, predictable cost increase per year, it would be welcome. There was some discussion of the great value we are getting as members of the MSC. If anyone is interested in looking at the cost-sharing formula, please contact your Exec Board representative (or any MSC staff/board member).

***ACTION:** Lynne Kersten moved to adopt the min/max cap formula model for FY21. Becky Dupre seconded. Motion passed.

MSC Executive Board Election:

There are four Board members who are up for re-election: Specials (Bobbi), Eastern at Large (Kelly), Medium Publics (Mark), and K-8 Schools (Deb). We are opening nominations for those positions, Sean will send out information today. All Board members are willing to continue and will be included on the ballot. If you have nominations, please send them to Sean and he will work with Cara to schedule a vote. There was a question about voting via survey, but Cara reported we are not advised to do that because of open meeting laws. Keep an eye out for a short meeting to vote.

Public Comment:

Keep opening tickets and use the Knowledge Base!

Sean adjourns the meeting at 10:34 a.m.